

# **MUNICIPAL FACILITIES COMMITTEE AGENDA**

**March 8, 2016 - North Conference Room  
21630 11th Avenue South – Des Moines 98198  
5:30 – 6:50 PM**

1. Call to order
2. Approve minutes from February 25, 2016 meeting
3. Pay Parking Revenue Analysis Discussion - 45 minutes  
Joe Dusenbury Harbormaster, Patrice Thorell PRSS Director
4. 2016 CIP Project Updates - 15 minutes  
Scott Romano, CIP Manager
5. Park Irrigation and Maintenance and Custodial Services Reductions Discussion- 10 minutes  
Dan Brewer, PBPW Director

**Draft - Minutes Des Moines City Council Municipal Facilities Committee – 2/25/2016**

Meeting called to order: 6:00 pm on February 25, 2016 in North Conference Room @ 21630 11<sup>th</sup> Ave S. Des Moines, WA 98198

**Council Members**

Melissa Musser – Chair  
Jeremy Nutting – Council Member

**Guests**

Bill Linscott  
Paul Gosperson  
Carol DeVries  
Ken Rogers

**City Staff**

Patrice Thorell, Parks, Recreation and Senior Services Director  
Dan Brewer, Planning, Building and Public Works Director  
Joe Dusenbury, Harbormaster  
Tony Piasecki, City Manager  
Scott Wilkins, Asst. Harbormaster  
Janet Best, Administrative Assistant

Minutes of the 1/28/2016 meeting were unanimously approved.

**AGENDA:**

1. North Marina/Beach Park Project Development – Joe Dusenbury
2. Food Truck Pod – Patrice Thorell/Shannon Kirchberg
3. Container Village Concept - Ken Rogers

**MEETING:**

1. Harbormaster Joe Dusenbury provided a packet outlining funding and major repairs and renovations that are needed at the Marina. In detail Joe explained 5 projects to include: Improvements to the Bulkheads, Breakwater & Floats; Extension of the Promenade and New Restrooms; Use of Wave “Vanes”; Renovations to the Public Fishing Pier and New North Bulkhead with Beach Access.
2. PRSS Director Thorell introduced the Food Truck Pod Web site developed for the project that includes the Pod’s organizational details such as its policies, fees, contracts, location, and calendar and contact information. Shannon Kirchberg the Events and Facilities Coordinator suggested continuing on the success of the Farmers Market and add Food Trucks on the marina floor 7 days a week except when the Farmers Market is running. PRSS Staff would handle the scheduling, contracts and payments with the truck owners and Marina staff would monitor Food Truck attendance. PBPW Director Brewer suggested that while construction of the business park is underway near 216<sup>th</sup>, we place 2 food trucks at the Activity Center to provide services to the great number of workers. The City would receive a flat fee from each truck provided. The committee agreed to proceed with the plan to launch the Pod in May 2016.
3. The Container Village concept was discussed for the south east end of the Marina. Heavy duty and attractive containers would not block the view of residents yet provide food services (coffee, ice cream, wine bar all mentioned) that given its location not conflict with other businesses. Noting the Kent Station’s appeal because of the fire place, music and art, the committee liked the concept for visitors and residents in the unutilized space. With power, sewer and other utilities readily available, the next step is for staff to refine the concept and report back.

The meeting was adjourned at 6:49pm. Minutes submitted by: Janet Best, Administrative Assistant.

MUNICIPAL FACILITIES COMMITTEE MEETING  
MARCH 8, 2016

2016 MCI CIP AND FUND 506 PROJECT UPDATES

Following is a brief update on where things stand with the adopted 2016 projects:

MCI CIP →

- Parkside Park Renovation – Design consultant (The LA Studio LLC) has been chosen, and a fee of \$48,000 has been agreed upon for the design and construction administration services. As soon as contracts are in-place, design will begin. Current schedule shows bidding in May, with completion in October. Working with Ecology on contaminated soils remediation.
- Beach Park Picnic Shelter/Restroom Rehabilitation – Design consultant (David A. Clark Architects) is currently working on the design. We met with both the State and County Historic Preservation reps recently to discuss windows. Good news – we do not have to restore the windows (like the Dining Hall project). Bad news – they want wood windows with true divided light. The consultant is working on finding us the most cost-effective solution. Current schedule shows bidding in April, with completion in August.
- Field House Tennis Court – To be done later this year during good weather.

FUND 506 →

- Field House Roof – Working on compiling scope of work for bidding purposes. During roof investigation, it was determined that the roof decking is only skip sheeting, with insufficient attic ventilation. We will have to add ½" CDX plywood over the entire roof to prepare a proper roof deck upon which to install the new roofing materials (the additional plywood weight will not pose any sort of structural issues). The new ventilation (attic louver vents on both ends of the building) will need to be cleared with King County Historic Preservation. If we don't add proper ventilation, the new roof will not last as long as it should. Current cost estimate inclusive of new plywood and City permits is \$115,700; within the approved budget amount of \$120,000. As soon as we receive the recommended ventilation louver sizes from the architect, we can begin dialogue with King County.
- LED Exterior Lighting – Rescheduled this project to 2018 to fund the Field House roof.
- Activity Center Floor Repair Contingency – Deleted this project in its entirety, and are using the funds to replace the Field House roof.
- Council Chambers Lighting -- This project was recommended by the contractor that installed the new video recording system, because with the new HD technology; we now have less than optimal broadcasts and recording. Staff recommends keeping this project in the 2016 work program contingent upon the actual cost of the completed Field House Roofing Project.